

MN GIS/LIS Consortium

Meeting Agenda

May 18, 2016

10 am – 12 pm

Type of Meeting: 2016 Board of Directors

Meeting Location: Ewald, **Room A Downstairs Conference Center**, St. Paul, MN 55114, Suite 252
Dial in: 1-888-875-1833, Participant Passcode: 5696856553#, Moderator: 8464166303#

Meeting Facilitator: Tami Maddio, Board Chair

Invitees:	Past Chair: Heather Albrecht	Private Sector: Brandon Tourtelotte
	Chair-Elect: Scott Freburg	Local Government: Eric Kopras
	Treasurer: Tim Loesch	Higher Education: Stacey Stark
	Secretary: Leah Sperduto	At-Large: Andrew King-Scribbins
	Conference Chair: Ryan Stovern	Past Conference Chair: Gerry Sjerven
	Conference Chair-Elect: Jane Mueller	MnGEO Ex-Officio: Dan Ross
	State Government: Zeb Thomas	MnGAC Ex-Officio: Gerry Sjerven

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| I. Call to order | Maddio |
| II. Roll call | Maddio |
| III. Approval of meeting agenda & Committee reports | Maddio |
| IV. Review action items & Approval of minutes from last meeting | Sperduto |
| V. Review & Approval of April Treasurer's reports | Loesch |
| VI. Open Issues/New business | |
| a) Board Budget Review and Approval | Loesch |
| b) Ewald Contract Review | Maddio |
| c) Event Grants Discussion | Maddio |
| d) Approval of Mid-West Regional Generation and Transmission Utility Event Grant | Sjerven |
| e) Scholarship Budget Draft | Stark |
| f) UMGEOCON | Albrecht |
| g) Conference Update | Stovern |
| h) Google Docs Review | Stovern |
| i) Other issues/ Ewald round robin | |
| VII. Adjournment | |

Committee Business Summary Reports

a) Awards	Mark Kotz
b) Communication	Kitty Hurley/Mike Dolbow
c) Conference	Ryan Stovern
d) Database & Website	Gerry Sjerven
e) Education	Stacey Stark/Scott Freburg
f) Executive	Tami Maddio
g) Finance	Tim Loesch
h) Future Conference	Ryan Stovern/Adam Snegosky
i) Networking	Zeb Thomas
j) Scholarship	Stacey Stark
k) Spring Workshops	Michelle Trager/Len Kne
l) Ad Hoc, Utilities	Brandon Tourtelotte
m) Ad Hoc, UMGECON	Heather Albrecht
n) Ad Hoc, K-12 Database	Scott Freburg
o) Ad Hoc, WLIA	Ryan Stovern



Minnesota GIS/LIS Consortium
1000 Westgate Drive
Suite 252
Saint Paul, MN 55114
www.mngislis.org

Conference Committee – May 2016 (Ryan Stovern & Jane Mueller)

1. Subcommittee Reports

a. Keynote Speakers

✓ Wednesday Lunch Speaker

- To be discussed with MDE

✓ Thursday Keynote

- Marine Archaeologist Carrie Sowden of the National Museum of the Great Lakes.
- www.inlandseas.org
- Offered a booth for the duration of the conference as well. They are very interested in having a booth
- Ashley is working on logistics.
- Speaker fee is free will donation. We will be donating \$1000 to the National Museum of the Great Lakes.
- Speaker Agreements was sent on Thursday March 10th
- Speaker Agreement has been returned Thursday April 14th.

✓ Friday Keynote

- Dana Starkell will be talking about a journey that he went on with his Dad and Brother from Winnipeg to the Amazon via Canoe.
- www.paddletotheamazon.com
- \$1500 will be his speaking fee
- Speaker agreement was sent March 10th. Has been returned.

b. K-12

- i. K-12 will be housed in Gooseberry 1-3 Rooms and Split Rock Room

c. ESRI HOLL

- i. Has been confirmed by Esri.

d. Pre-Conference Workshops

- i. As of May 16th there are 9 confirmed workshops

e. Conference Sessions

- i. As of May 16th there are 7 submitted abstracts

f. Facilities/Technology

g. Entertainment

h. Fun Run

i. Social Media and Communication

- i. CFP Announcement sent out via e-announcement and social media
- ii. Exhibitor Prospectus was sent out

j. Awards

- k. **User Groups/Birds of a Feather**
- l. **Higher Education, Mentor Program, and Poster Competition**
- m. **Geolounge**
- n. **Vendors**
 - i. Vendor Registration is Open
 - ii. As of May 16th there are zero vendors
 - iii. As of May 16th there are zero sponsorships

2. Meeting Timeline- Subject to Change

- a. **May- 24th @ 10am**
- b. **June- 7th, @ 10am June 21st at DECC 1pm. Lunch will be served at 12pm**
- c. **July-5th,20th @ 10am**
- d. **August-2nd,16th,30th @ 10am**
- e. **September- 13th,27th @ 10am**
- f. **October-11th @ 10am Conference 26th-28th**
- g. **November- 8th Wrap Up @ 10am**

May 2016

Communications & Outreach Committee Updates

1) Posted Content to Social Media (*Facebook, Twitter & LinkedIn*)

- a) Spring Workshop content announcement x3
- b) Conference Call for Presentations
- c) NW GIS User Group
- d) Spring Workshops Networking Event
- e) Call for Nominations for the Polaris and Lifetime Achievement Awards
- f) Geospatial Destiny Story – what influenced your career
- g) Student Assistantship Program announcement

2) [Social Media Governance](#)

- The committee has made minor changes to the LinkedIn group membership approval procedure.
- The changes reflect the updated procedures the committee uses to accept, or reject members into the LinkedIn group to avoid spam, and/or unsolicited messages/updates to the Consortium's membership.
- The committee is still seeking approval from the Board on these changes and assistance with the News Blog concept

3) Social Media Update

a) Social Media Statistics Update:

- i) Twitter – **323** followers (up 8)
- ii) Facebook – **197** likes (up 11)
- iii) LinkedIn – **949** members (down 1)
 - (1) Action required: Need to update e-mail address connected to LinkedIn Account, linkedin@mngisllis.org



Minnesota GIS/LIS Consortium
c/o Ewald Consulting
1000 Westgate Drive
Suite 252
St. Paul, Minnesota 55114

Event Grant Guidelines and Application Form

Are you looking for financial support for your GIS/LIS activity or event? The MN GIS/LIS Consortium can provide limited funding for printing and mailing costs, meeting room rental fees, food services, speaker fees and advertisements for GIS/LIS activities or events in Minnesota. Awards are typically less than \$1000 per request.

Requirements of the grant application:

- Requests must be made at least one month prior to the event itself to allow time for Board review and approval.
- A generalized budget statement for the event should be submitted with the application, showing anticipated total costs and the planned use of Consortium funds and any other sponsorships or contributing funds.

Upon approval of event grant funding, the following conditions apply:

- The event must be open to the GIS/LIS community in Minnesota.
- Organizers should use every reasonable attempt to use the Mn GIS/LIS logo and name in event promotion.
- When the event is completed, organizers will provide a summary of the event suitable for the Consortium's website.
- Organizers must submit a budget summary document to the Consortium detailing the actual use of the Consortium's awarded funds.

The Minnesota GIS/LIS Consortium's policy is to provide the event grant money only after the event has been held and after the proper event budget summary information has been provided to the Board of Directors for their review. In rare cases, the Consortium Board of Directors may approve distribution of the funds before the event is held.

An online request form is available on the Consortium website - www.mngislis.org. We look forward to reviewing your request.



Minnesota GIS/LIS Consortium
Event Grant Application Form

Part A: Contact Person Information

Date:
Applicant:
Organization:
Address:
Phone:
E-mail:

Part B: Event Description

Name of event:
Purpose of event:

Where and when will the event be held:
Anticipated target audience:

Requested amount:
Proposed Budget: (please include any sponsorships, other funds or in-kind donations)

Is this event open to Mn GIS/LIS members only or the general public?

Part C: Consortium Promotion Activities

Briefly describe how you plan to acknowledge the Consortium at your sponsored event.

Please check all other promotion activities you are willing to consider (a Board member will be in touch with details)

- | | |
|--------------------------|--|
| <input type="checkbox"/> | Mn GIS/LIS logo on hand-outs |
| <input type="checkbox"/> | Contribute to Mn GIS/LIS Blog about the event |
| <input type="checkbox"/> | Promotion on Mn GIS/LIS social media (facebook, twitter, and LinkedIn) |
| <input type="checkbox"/> | Mn GIS/LIS e-announcement to full membership |
| <input type="checkbox"/> | Link to Mn GIS/LIS on event website |

Part D: Receipt of Past Consortium Funding

Have you received funding from the Consortium to support outreach activities in the past (OR within the last two years)?

YES NO

(This is for informational purposes and will have no impact on your present request.)